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DATE: 2 April 1952

TO : OC, Administrative Officer
FROM : Personnel Promotion, Rotation and Assignment Board
SUBJECT: Board Promotion Action

1. The Personnel Promotion, Rotation and Assignment Board, at its meeting on 13 March 1952, has unanimously recommended a personnel action as follows for:

Name:

Promotion from GS-9 to GS-11

(Present) Position Assignment: Construction Engineer, [REDACTED] 5X1A
[REDACTED], Engineering Division
Rotation Assignment: None at present 25X1A

2. Information considered in this action:

Personnel data:

A. Twelve and one-half years of experience	B. Four and one-half years
B. Five and one-half years of formal education	over minimum age for
C. One year of CIA/OSS experience	present grade
D. One year in present grade	F. Twenty-nine years of age
	G. Score: 24.5
	H. OSS norm: 28.40

Discussion:

The Board considered the case of Mr. [REDACTED], Civil Engineer, who is currently slotted as Construction Engineer, GS-9, [REDACTED]

Mr. [REDACTED] Service experience covered commissioned duty as an Officer in the U. S. Coast Guard Reserve for the period of July, 1943, through March, 1946, during which time he served in various capacities as Executive Officer, Navigation Officer, and Communications and Signal Officer responsible for administrative supervision of internal and external communications aboard ship, which included duties as custodian of registered publications and chairmanship of coding boards.

Upon completion of his military service, Mr. [REDACTED] enrolled in the Cornell University School of Civil Engineering, where he completed his work on a Bachelor's degree in Civil Engineering in June, 1949, and where he is now in the process of completing requirements for the Master's

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degree in Civil Engineering, the thesis for which will be completed in the very near future.

Mr. _____ experience following his formal education has been with the Corps of Engineers, where he was assigned to duties in the design of dam and levee embankments, preparation of soil profiles, study of pressure-relief systems and filter requirements, and review of contract data pertinent to this field.

Mr. _____ has served as a Project Engineer with the firm Edwards and Kelcey and was responsible for cost estimates and supervision of contracts for all work essential to the rehabilitation of property resulting from relocation and establishment of right-of-way for the New Jersey Turnpike in the vicinity of Elizabeth, New Jersey. This responsibility included cost estimates and review of bid prices, on the basis of which contracting was effected.

During the period of June, 1949, through 1950, Mr. _____ was associated with the Office of Naval Research in the development of techniques related to air-photo identification, mapping, and engineering problems associated with various types of beach and inland terrain. This included field work in Maine, Pennsylvania, Virginia, and Northern Honchu, Japan.

Since July, 1951, when Mr. _____ came to this Agency, he has been responsible for civil engineering work connected with orientation of antenna forms for major base station installations and duty involving the preparation of cost estimates and specifications covering various construction aspects of _____. Further, he has prepared specifications for mobile communications equipment.

The Board concurred in Mr. _____ promotion to grade GS-11, a grade provided for by the slot he presently occupies. This action is concurred in by the Chief, Engineering Division.

For the record, it is noted that Mr. _____ is ready and willing to take an appropriate assignment in the construction engineering at the next principal base station that is to be constructed by this Agency and that, upon completion of such duty, a logical assignment would then be in order under the new Career Service Program of the Agency, where he should be considered for rotation to some research and evaluation activity of the Agency in the general intelligence field.

3. You are directed to take appropriate action.

CONCURRENCE:

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_____, Chairman

_____, Member

_____, Member